

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES

DATE: MARCH 23, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: SOKOL
SIMPSON
SEEBER
FRASIER
STROUGH
VANSELOW
MCDEVITT
MACDONALD
BRAYMER

OTHERS PRESENT:

REPRESENTING PUBLIC HEALTH/PATIENT SERVICES:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
GINELLE JONES, ASSISTANT DIRECTOR, PUBLIC HEALTH DIVISION
TAWN DRISCOLL, FISCAL MANAGER
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
MAUREEN SCHMIDT, COMMISSIONER
CYNTHIA SCHROCK SEELEY, DEPUTY COMMISSIONER
DEANNA PARK, DIRECTOR, COUNTRYSIDE ADULT HOME
CHRISTIE SABO, DIRECTOR, OFFICE FOR THE AGING
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
LEGGET
MERLINO
MONTESI
WOOD
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the March 23, 2016 meeting of the Health, Human & Social Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/health/>

Mr. Sokol called the meeting of the Health, Human & Social Services Committee to order at 11:41 a.m.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Christie Sabo, Director of the Office for the Aging (OFA), who distributed copies of the agenda to the committee members; *a copy of the agenda is on file with the minutes.*

Commencing the OFA agenda review, Ms. Sabo presented the following requests:

- 1) To fill the vacant position of Meal Site Manager #5, Grade 2 base salary of \$18,961, at Countryside Adult Home.

Motion was made by Mrs. Frasier, seconded by Mr. Strough and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee for reporting

purposes. *A copy of the Notice of Intent to Fill Vacant Position forms is on file with the minutes.*

- 2) To authorize the OFA Director to sign partnership agreements which require no monetary obligation.

Motion was made by Mr. Simpson, seconded by Mr. Vanselow and carried unanimously to approve the request and the necessary resolution was authorized for the April 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize submission of a NY Connects Grant application, for a term commencing October 1, 2015 and terminating September 30, 2016, for a total amount not to exceed \$85,000.

Motion was made by Ms. Braymer, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the April 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding the OFA agenda review, Ms. Sabo advised her office would be entering into an agreement with the AHI (Adirondack Health Institute) as part of the district delivery reform incentive payment plan.

This concluded the OFA portion of the meeting and the Social Services portion of the meeting commenced at 11:46 a.m.

Privilege of the floor was extended to Maureen Schmidt, Commissioner of Social Services, who distributed copies of the agenda to the committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review Ms. Schmidt presented the following requests:

- 1) To appoint Frank Thomas, Town of Stony Creek Supervisor, Susan Shepler, Town of Thurman Resident, and Rosie Lewis, Town of Horicon Student, to the Warren County Youth Board for the term commencing January 1, 2016 and terminating December 31, 2016.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the April 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To ratify the actions of the Chairman of the Board of Supervisors in executing the New York State Office of Children & Family Services 2016 Annual Plan.

Motion was made by Ms. Seeber, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the April 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize travel for Joanna Brierton to attend the 27th Annual NYS Foster Care & Adoption Conference at the Marriott Hotel in Albany, New York on May, 5 – 7, 2016.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 4) To authorize Kristy Neel to attend the 21st Annual NYS Child Abuse Prevention Conference at the Marriott Hotel in Albany, New York on April 11 – 13, 2016.

Motion was made by Mr. Vanselow, seconded by Mr. MacDonald and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 5) To amend the Departmental Table of Organization and Salary Schedule to create the new position of Intake Clerk #7, Grade 4, Annual Base Salary of \$27,027, effective April 18, 2016, as well as for permission to fill the position due to creation.

Motion was made by Mr. Vanselow, seconded by Ms. Braymer and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *Copies of the request and Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

- 6) To amend the Departmental Table of Organization and Salary Schedule to create the new positions of Caseworker #34 and #35, Grade 16, Annual Base Salary of \$39,979, effective April 18, 2016, as well as for permission to fill the positions due to creation.

Motion was made by Mr. Simpson, seconded by Ms. Braymer and carried unanimously to approve the request as outlined above and refer same to the Finance, Personnel & Higher Education Committee. *Copies of the resolution request form and Notice of Intent to File Vacant Position are on file with the minutes.*

Mr. Strough exited meeting at 11:56 a.m.

Privilege of the floor was extended to Deanna Park, Director of Countryside Adult Home, who distributed copies of the agenda to the committee members; *a copy is on file with the minutes.*

Commencing her agenda review, Ms. Park presented the following requests:

- 1) To amend the Departmental Table of Organization to reduce hours of the Account Clerk #3 position from 24 hours per week to 20 hours per week effective April 18, 2016, as well as for permission to fill the position which was currently vacant due to termination.

Motion was made by Mr. Simpson, seconded by Ms. Braymer and carried unanimously to approve the request as outlined above and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Park reviewed the Overtime Report for 2016, which reflected a reduction in overtime from the same time last year. She advised if anyone had any questions they were welcome to contact her.

Finally, Ms. Park noted the need to replace one boiler at Countryside Adult Home and switch the service to propane, which she felt should be done before the next winter.

Following some discussion, motion was made by Ms. Braymer, seconded by Mr. Vanselow and carried unanimously to authorize Ms. Park to pursue quotes for replacement of one boiler and the change in service.

This concluded the Countryside Adult Home portion of the meeting and privilege of the floor was extended to Julie Montero, Fiscal Manager for the Department of Social Services, who noted the Revenue and Expenditure Budget were on target for January and February. She said they had been trying to keep overtime down as much as possible and everything looked good in comparison to the same time last year.

Privilege of the floor was extended to Travis Whitehead, Town of Queensbury resident, who questioned the continuing expenses for the Siemens contract of \$40,000 per month. He questioned how long the County was expected to pay these and Paul Dusek, County Administrator, responded that this was being handled by outside counsel and he recommended they speak on the matter. Discussion ensued.

Ms. Seeber asked Brian Reichenbach, County Attorney, whether any reimbursements had been received from Centers and Mr. Reichenbach responded that he was in the process of trying to find out how much of the reimbursement had been paid, as he was aware some payments had been made. Ms. Seeber requested that information be conveyed in an e-mail to the Committee members once the final figures were available. Mr. Reichenbach apprised that special counsel for the County had been trying to follow up on whether the Nursing home was taking over the contract. Mr. Sokol suggested they have special counsel attend the April 15th Board meeting to address these concerns.

Commencing the Health Services portion of the meeting, privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the Agenda review, Ms. Auer presented the following requests:

- 1) For authorization to renew the existing contract with the NYSDOH (New York State Department of Health) to allow receipt of continued funding for the Lead Poisoning Prevention Program for a term commencing October 1, 2015 and terminating September 30, 2020 in an amount not to exceed \$23,001.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the April 15th Board meeting. *A copy of the request is on file with the minutes.*

- 2) To amend the 2016 Warren County Budget in the amount of \$1,095 to reflect the receipt of Lead Poisoning Primary Prevention funds from the NYSDOH.

Motion was made by Mr. MacDonald, seconded by Mr. Vanselow and carried unanimously to approve the request and to refer same to the Finance, Personnel & Higher Education Committee.

- 3) To authorize Dan Durkee, Senior Health Educator/Emergency Preparedness Coordinator, to attend the Medical Counter Measures Mass Dispensing Lessons Learned Workshop on April 6, 2016 at the Oneida County Airport in Oriskany, New York.

Motion was made by Ms. Braymer, seconded by Mr. Simpson and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 4) To authorize Sandra Watson, WIC Nutrition Facilitator, RD, and Lindsey Graham, Infant Feeding Advocate, to attend the Annual Breast Feeding Education Conference at the Desmond Hotel in Albany, New York on April 7, 2016.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 5) To fill the vacant positions of Community Health Nurse, Grade 20, Annual Base Salary \$45,661, and Public Health Nurse, Grade 21, Annual Base Salary \$46,821, both due to retirement.

Motion was made by Mr. MacDonald, seconded by Mr. Vanselow and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

- 6) To amend the Departmental Table of Organization and Salary Schedule to create a new temporary position of Supervising Health Nurse, Annual Base Salary \$68,973.84, effective April 22, 2016 in order to cover for an employee who will be out of work on a long term medical leave.

Motion was made by Mr. Simpson, seconded by Ms. Braymer and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Mrs. Auer notified the Committee that they had not received any more parts since the last meeting for their Ford Fiesta fleet vehicles; however, she said Nemer Ford has been vigilant about calling to inform them that parts were still back ordered. The agenda review proceeded with a review of the Emergency Response and Preparedness Activities monthly report, as well as the Status of Referrals.

- 7) Ms. Auer then presented a request to establish weekend and holiday hourly rates for per diem Registered Nurse and LPN Nurse Technicians, as per the proposal included in the agenda.

Motion was made by Mrs. Frasier, seconded by Ms. Seeber and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Concluding the agenda review, Tawn Driscoll, Fiscal Manager, gave an update on the month's closing financials, as well as the closing numbers for 2015. She advised the expense to regular salaries had decreased as compared to the same time last year but part-time salaries had increased due to the utilization of per diem nurses. She noted the significant change in contractual expenses related to the fact that they no longer had the long term care program.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. McDevitt and seconded by Ms. Braymer, Mr. Sokol adjourned the meeting at 12:30 p.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board